

# F R E E M A N

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## Electrical/Lighting Order Form

**PAYMENT MUST ACCOMPANY ALL ORDERS**

### PRIDE WEEK TORONTO 2008

Please circle vendor type: FD/CF/MP/SP

JUNE 27-29, 2008

Ref#: 16120LK

★ **ADVANCED RATE APPLICABLE UNTIL JUNE 6, 2008** ★

Friday Location#: \_\_\_\_\_

Saturday Location#: \_\_\_\_\_

Sunday Location#: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TEL#: \_\_\_\_\_

CITY/PROV/PC/STATE/ZIP: \_\_\_\_\_ FAX#: \_\_\_\_\_

<u>QTY</u>	<u>ELECTRICAL SERVICES</u> - (G.S.T APPLICABLE)	<u>ADVANCE RATE</u> <i>(UNTIL June 6, 2008)</i>	<u>STANDARD RATE*</u>	<u>AMOUNT</u>
_____	1500 Watt, 120 Volt duplex circuit [40-7-15]	\$ 99.00	\$123.75	_____
_____	15 Amp, 120 Volt dedicated quad circuit <i>(Computer equipment)</i> [40-7-17]	\$109.00	\$136.25	_____
_____	15 Amp, 120 Volt dedicated quad circuit 24hrs supply [40-7-16]	\$130.00	\$162.50	_____
_____	20 Amp, 120 Volt dedicated quad circuit (approx. 16 Amps) [40-7-20]	\$141.00	\$176.25	_____

<u>QTY</u>	<u>ACCESSORIES</u> - (G.S.T. & P.S.T. APPLICABLE)			
_____	Extension Cord: 15-Foot (4.57 m.) c/w triple female end [40-30.15]	\$ 19.00	\$ 23.75	_____
_____	Multi-outlet Power strip [40-37.5]	\$ 21.00	\$ 26.25	_____

#### SPECIAL ELECTRICAL CONNECTIONS AND/OR CUSTOM DISPLAY LIGHTING - By Quotation

\_\_\_\_\_  
\_\_\_\_\_

SUBTOTAL \$ \_\_\_\_\_

★ **POWER SHARING IS NOT PERMITTED BETWEEN EXHIBITORS**

(G.S.T. #R101889426) 5% G.S.T \$ \_\_\_\_\_

★ **STANDARD RATES APPLY TO ORDERS PLACED**

**LESS THAN (21) DAYS PRIOR TO SHOW MOVE-IN**

(Lighting & Accessories) 8% P.S.T \$ \_\_\_\_\_

★ **PAYMENT MUST ACCOMPANY ALL ORDERS**

**TOTAL AMOUNT PAYABLE \$ \_\_\_\_\_**

( ) American Express      ( ) MasterCard      ( ) Visa      ( ) Cheque Enclosed *(Payable to FREEMAN)*

Credit Card # \_\_\_\_\_ Expiry Date \_\_\_\_\_

Cardholder Name: \_\_\_\_\_ Signature \_\_\_\_\_  
(Please Print)      By the evidence of my signature, I hereby authorize the amount set to be charged to the credit card number as noted above.

Cardholder Address: \_\_\_\_\_

City/Prov/PC/State/Zip: \_\_\_\_\_

**SEE RULES & REGULATIONS ON PAGE 2. RECEIPT WILL BE SENT FOLLOWING THE EVENT VIA EMAIL.**

# F R E E M A N

## RULES & REGULATIONS

1. The facility and/or its agents reserve the right to inspect any and all equipment and materials which a tenant may wish to have connected to the facility's power sources and/or may wish to use while in the building.
2. Only an authorized **FREEMAN** qualified electrical representative is permitted to make a connection to any of the facility's electrical power sources.
3. No electrical equipment shall be restarted after failure, until a **FREEMAN** qualified electrical representative has found and corrected the cause of the malfunction. Service Call charges may apply.
4. All material and equipment supplied by **FREEMAN** remain the property of that Company. The Exhibitor shall be held responsible for loss of such materials as associated with his/her booth, and shall compensate **FREEMAN** in the event of loss or damage.
5. Advanced rates apply to orders received with payment up to twenty-one (21) days prior to the event's installation date. Orders received after this time shall be considered as "Standard Rate Order" and shall be subject to a rate of 25% over and above the advance order rate.
6. Cancellation: Cancellations must be made by telephone during our regular office hours and accompanied by a fax or email notification. A 50% refund will be given on listed items on order form if cancelled less than five (5) days prior to event installation date. No refund will be given on installed services and/or services cancelled on-site or that require advance planning (i.e.) special electrical circuits, transformers, generators, special lighting, and non-electrical items.
- 7. Disputes/Claims: All disputes and claims must be settled prior to Event closing.**
8. Additional and/or special electrical requirements are available on request and shall be supplied at an hourly rate charged for labour plus the cost of material used.
9. Electrical rates quoted by **FREEMAN** include installation, services while in use, and removal.
10. ALL CIRCUITS ARE SUPPLIED TO BACKWALL OF BOOTH. If required elsewhere extension cords will be available by **FREEMAN** by request for a nominal charge.
11. All electrical power may be turned off after event closes and turned on prior to event opening. IF YOU REQUIRE POWER ON A 24 HOUR BASIS, PLEASE INDICATE ON ORDER FORM IN SPACE PROVIDED.
12. Permanent building receptacles are not part of booth space. Exhibitors will be charged for their use.
13. All electrical connections, installations, motor connections, or any electrical operating equipment must conform to all Canadian Standard Association requirements and the Canadian Electrical Safety Code (Ontario Hydro). The use of latex or lamp cord wire, duplex/triplex attachment plugs, and/or open clip sockets are all prohibited.
14. All electrical equipment shall have a nameplate attached thereto showing the operating voltage, phase, hertz, horsepower, kilowatts, full load, and current whether AC/DC.
15. We reserve the right to refuse orders without the required payment on the face of the order.

**ON-SITE PAYMENTS MUST BE MADE BY CASH, VALID CREDIT CARD, CERTIFIED CHEQUE, OR MONEY ORDER.**